

# **Lake County Illinois**

*Lake County Courthouse and Administrative Complex*  
18 N. County Street  
Waukegan, IL 60085-4351



## **Agenda Report - Final**

**Thursday, July 31, 2025**

**8:30 AM**

**Assembly Room, 10th Floor or register for remote attendance at:**  
[\*\*https://bit.ly/40JfEF1\*\*](https://bit.ly/40JfEF1)

**Financial & Administrative Committee**

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings in one of two ways:

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance through an electronic conferencing application (register via the link on the front page of the agenda).

**RECORDING:** Meetings, to include Public Comment, will be recorded.

**PUBLIC COMMENT:**

An opportunity for Public Comment will be provided during the meeting in accordance with the Lake County Board Rules of Order and Operational Procedures. At the time of Public Comment, it will proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application. Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to [PublicComment@Lakecountyil.gov](mailto:PublicComment@Lakecountyil.gov) or delivered to the County Board Office, 18 N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

**PLEASE NOTE:** An individual is allowed 3 minutes total for one or more public comments.

Individuals providing Public Comment will provide the following information:

Meeting: Financial and Administrative Committee (Subject line for written Public Comment)

Topic or Agenda Item #: (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call of Members**
4. **Addenda to the Agenda**
5. **Public Comment**
6. **Chair's Remarks**
7. **Unfinished Business**
8. **New Business**

**CONSENT AGENDA (Items 8.1 - 8.14)**

**\*MINUTES\***

**8.1 25-0917**

Committee action approving the Financial and Administrative Committee minutes from June 26, 2025.

**Attachments:** [F&A 6.26.25 Final Minutes](#)

**\*REPORTS\***

**8.2 25-0943**

Report from Anthony Vega, County Clerk, for the month of May, 2025.

**Attachments:** [County Clerk Monthly Financial Report for May 2025](#)

**8.3 25-0964**

Report from Anthony Vega, County Clerk, for the month of June, 2025.

**Attachments:** [County Clerk Monthly Finance Report for June 2025](#)

**8.4 25-0956**

Cash & Investment Report from Holly Kim, Treasurer, for the month of June 2025.

**Attachments:** [FSG June 2025.pdf](#)

[Lake County Investment Portfolio Summary - June 2025.pdf](#)

[FSG June 30, 2024.pdf](#)

**8.5 25-0959**

Finance Monthly Report - June 2025.

**Attachments:** [Monthly Financial Report June 2025](#)

**\*HEALTH & COMMUNITY SERVICES\***

**8.6 25-0905**

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Program Year (PY) 2025 Formula Grant and authorizing an emergency appropriation in the amount of \$8,516,791 for the Lake County Workforce Development Department.

- The WIOA PY 25 Formula Grant budget is \$8,516,791 with a grant term of July 1, 2025, through June 30, 2027.
- The WIOA Formula Grant has three funding streams: youth, adults and dislocated workers; serving high school students, disconnected youth, unemployed and underemployed adults, dislocated workers and incumbent workers; in addition to small businesses and key industries.
- The WIOA Formula grant funds Workforce Development Department and Job Center personnel and operations and employment and training services including client tuition, training wages and employer training grants.
- If funding for the services ends, and new funding is not secured, the services will be eliminated.

**Attachments:** [Workforce Development PY'25 WIOA Grant July 2025](#)

[Workforce Development PY25 WIOA Grant Description July 2025](#)

**8.7 25-0906**

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Quality Jobs, Equity, Strategy, and Training (QUEST) Dislocated Worker Grant modification; and approving an emergency appropriation in the amount of \$135,000.

- The WIOA QUEST Grant modification of \$135,000 increases the total grant award to \$835,000 with a grant term of October 1, 2023, through September 30, 2025.
- The WIOA QUEST Grant is designed to support employment equity and individual, community, and industry resilience as the nation prioritizes economic and employment by focusing on serving individuals whose employment has been negatively impacted, including individuals from historically marginalized and underserved populations who have been disproportionately impacted.
- The additional grant funds will serve an additional 13 eligible individuals in occupational training and 6 in work-based training.
- If funding for the services ends, and new funding is not secured, the services

will be eliminated.

**Attachments:** [Workforce Development QUEST Grant Modification July 2025](#)

[Workforce Development Quest Grant Modification Budget July 2025](#)

**8.8 25-0907**

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Statewide Rapid Response Grant and authorizing an emergency appropriation in the amount of \$350,000 for the Lake County Workforce Development Department.

- The WIOA Statewide Rapid Response Grant budget is \$350,000 with a grant term of June 1, 2025, through December 31, 2026.
- The WIOA Statewide Rapid Response Grant will serve 28 dislocated workers impacted by lay-offs, plant closings and other dislocation events.
- WIOA Rapid Response Grant will fund eligible participants tuition, training wages and supportive services.
- If funding for the services ends, and new funding is not secured, the services will be eliminated.

**Attachments:** [Workforce Development Rapid Response Grant July 2025](#)

[Workforce Development Rapid Response Grant Budget July 2025](#)

**8.9 25-0909**

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) 2025 Supplemental Grant and authorizing an emergency appropriation in the amount of \$232,774 for the Workforce Development Department.

- The Supplemental Grant has a total budget of \$232,774; \$117,322 for youth services and \$115,453 for adult services.
- The Supplemental Grant will fund employment and training initiatives for high school students, disconnected youth and job seekers residing in communities with increased needs.
- The grant term is August 1, 2025, through June 30, 2026.
- If funding for the services ends, and new funding is not secured, the services will be eliminated.

**Attachments:** [Workforce Development Supplemental Grant July 2025](#)

[Workforce Development Supplemental Grant Budget July 2025](#)

**8.10 25-0911**

Joint resolution approving the Workforce Development Board Memorandum of Understanding (MOU) and Cost Sharing Agreement with the Job Center of Lake County, and authorizing execution of all necessary correspondence to submit the

signed MOU to the Illinois Department of Commerce and Economic Opportunity (DCEO).

- The Job Center of Lake County Memorandum of Understanding including the Cost Sharing Agreement was successfully negotiated among all the federally funded local, state and educational programs authorized under the Workforce Innovation and Opportunity Act (WIOA), agreeing to collaborate and optimize the quality of services provided in the Job Center.
- The Job Center of Lake County Memorandum of Understanding Cost Sharing Agreement defines the total costs of operating the Job Center of Lake County and agreement of all partners to financially contribute the facility and One-Stop Operator costs.
- The Lake County Workforce Development Board approved the Job Center MOU including the Cost Sharing Agreement at the June 26, 2025, Workforce Board Meeting.

**Attachments:** [Workforce Development Job Center MOU July 2025](#)

**\*PUBLIC WORKS & TRANSPORTATION\***

**8.11 [25-0900](#)**

Joint resolution authorizing an agreement with Alfa Laval Inc., of Houston, Texas, in the amount of \$203,475, to perform critical equipment maintenance/repair and reconditioning of the belt filter press at the County's Mill Creek Water Reclamation Facility.

- The Lake County Department of Public Works owns and operates three water reclamation facilities (Des Plaines River, New Century Town, and Mill Creek) that use belt filter presses for the dewatering of biosolids, which is necessary for the successful treatment of wastewater before discharge to the Des Plaines River.
- Alfa Laval Inc. is the sole source provider for service and repairs to the belt filter presses in use at our treatment facilities and no other reasonable service provider is available to the department.
- The belt filter press at the Mill Creek Water Reclamation Facility is in need of repair and reconditioning.
- Funding for this work is included within the Department's FY 2025 budget.
- Pursuant to Chapter 33.066 Bid Exemption of the Lake County Purchasing Ordinance, the Purchasing Agent engaged an ad hoc committee to review the request and determined that there is only one single source available as an authorized dealer for the region.
- This agreement provides for the reconditioning of the belt filter press at the Mill Creek Water Reclamation Facility including equipment maintenance/repair and replacement of parts for this critical equipment.

**Attachments:** [25-0900 Mill Creek Bid Exemption Request](#)

[25-0900 Mill Creek Location Map](#)

[25-0900 Mill Creek Quote](#)

[25-0900 Mill Creek Vendor Disclosure Alfa Laval](#)

8.12 [25-0901](#)

Joint resolution authorizing execution of an engineering services agreement with CDM Smith, Inc. of Chicago, Illinois, in the amount of \$73,640 for engineering services for the Pekara Water System Corrosion Control Evaluation Desktop Study.

- The Lake County Department of Public Works (LCPW) owns, operates, and maintains the Pekara water system that serves customers in the southeast portion of unincorporated Lake County.
- As the main water source for the Pekara Water System is changing over to Lake Michigan Water, a Corrosion Control Evaluation for the water system is needed in accordance with requirements from the Illinois Environmental Protection Agency.
- Lake County procured services from CDM Smith, Inc. in accordance with the Purchasing Ordinance and the Local Government Professional Services Selection Act to assist LCPW with preparing the Corrosion Control Evaluation Desktop Study for the Pekara Water system.
- Funding for this engineering study is included with the Department's engineering service budget.
- This resolution authorizes and directs the County Purchasing Agent to execute an Agreement for Engineering Services with CDM Smith, Inc. of Chicago, Illinois, in the amount of \$73,640 for this work.

**Attachments:** [25-0901 CDM Smith Pekara CCT Study updated](#)

[25-0901 Pekara Location Map](#)

[25-0901 Pekara Vendor Disclosure CDM Smith](#)

8.13 [25-0902](#)

Joint resolution authorizing execution of a contract with Bolder Contractors, Inc., of Cary, Illinois, in the amount of \$7,020,250 for the Vernon Hills West Pump Station Force Main Replacement Project and an emergency appropriation of \$7,020,250 of Public Works reserve funds.

- The Lake County Department of Public Works owns and operates the Vernon Hills West Pump Station, which provides sanitary sewer service to portions of the Village of Vernon Hills and surrounding areas.
- The pump station conveys wastewater to the New Century Town Water Reclamation Facility via two 16-inch diameter force main pipes that have reached the end of their service life, and to meet current and future sanitary sewer capacity needs, these force main pipes require replacement with new 16 -inch and 20-inch diameter pipes.
- An invitation to bid was issued and sealed bids were received from three contractors for this work ranging from \$7,020,250 to \$10,280,450 for the Vernon

Hills West Pump Station Force Main Replacement Project.

- The award of this contract is recommended to the lowest responsive and responsible bidder, Bolder Contractors, Inc. of Cary, Illinois, in the amount of \$7,020,250.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Bolder Contractors, Inc. in the amount of \$7,020,250.

**Attachments:** [25-0902 Vernon Hills Location Map](#)

[25-0902 VH W Pump Station Bid Documents](#)

[25-0902 VH W Pump Station Bid Tab](#)

[25-0902 VH W Pump Station Vendor Disclosure \(Bolder\)](#)

[PW FY25 Emergency Approp - VH West Pump Station Force Main Repla](#)

**8.14 [25-0946](#)**

Joint resolution appropriating \$1,600,000 of ¼% Sales Tax for Transportation funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the improvements of Wadsworth Road, from Illinois Route 131 to Sheridan Road.

- Wadsworth Road, from Illinois Route 131 to Sheridan Road, needs to be improved, inclusive of a center turn lane and non-motorized improvements.
- Preliminary engineering plans and right-of-way plats identifying the right-of-way needs for the improvement have been prepared.
- This project is included in the Transportation Improvement Program with construction anticipated to begin in 2027 and designated as Section 19-00055-08-RS.

**Attachments:** [25-0946 Location Map, Wadsworth Road \(IL 131 to Sheridan Road\)](#)

**REGULAR AGENDA**

**\*FINANCIAL & ADMINISTRATIVE\***

**County Clerk**

**8.15 [25-0966](#)**

Resolution authorizing the execution of a lease by the County Board Chair with 3740-3742 Hawthorne Owner LP, Dallas, Texas, for office and storage space to house and store election equipment at 3740-3742 Hawthorne Court, Waukegan, Illinois, in the estimated annual amount of \$168,132.51.

- Lake County currently leases 12,350 square feet at 415 Washington Street, Waukegan, Illinois, to house elections equipment and supplies for the Lake County Clerk.
- There is a need to terminate the existing lease agreement and move to a larger space that better meets the needs of the Lake County Clerk's Office.
- Lake County has negotiated favorable terms for a five-year lease which includes

- a 3.5 percent increase in lease payments for years 2026 through 2030.
- The total costs for the base rent are as follows: \$107,777.25 for year one, \$111,549.45 for year two, \$115,453.68 for year three, \$119,494.56 for year four, and \$123,676.87 for year five for use as determined by the Lake County Clerk.
- In addition to the base rent the County will make a monthly operating payment that includes the County's share of the operating expenses as referenced in the lease Section 4. Additional rent; this payment is estimated to be \$60,355.26 annually for 20,529 square feet of leased space that will go through a reconciliation process to true up the payment annually.

**Attachments:** [Hawthorne Lease - Draft](#)

**Chief County Assessment Office**

**8.16 [25-0987](#)**

Resolution declaring that the number of appeals annually filed with the Board of Review creates an emergency situation causing the need for an expanded Board of Review.

- This resolution recognizes that the three members of the Board of Review need additional assistance to complete the 2025 tax year hearings.
- This action must be done to allow the County Board Chair to appoint alternate members.

**8.17 [25-0982](#)**

Resolution appointing additional qualified alternate members to the Board of Review.

**Attachments:** [2025 Alternate Member Name List](#)

[Brad Shafer\\_Resume Redacted](#)

[Chesney Leafblad\\_Resume Redacted](#)

[Cynthia R Crawford\\_Resume Redacted](#)

[Eric K Hallberg\\_resume redacted](#)

[Jack Perry\\_Resume Redacted](#)

[Jane Haynes\\_Resume Redacted](#)

[John Glenn\\_Resume Redacted](#)

[John Y. Paslawsky\\_resume redacted](#)

[Karen Sowul\\_Resume Redacted](#)

[Kathleen M Bak Resume Redacted](#)

[Kenneth Green\\_Resume Redacted](#)

[Lauren Fish\\_Resume Redacted](#)

[Laurie Caputo\\_Resume Redacted](#)

[Mark A Ruda Resume Redacted](#)  
[Martin A Kinczel Resume Redacted](#)  
[Michael Pearson-Resume Redacted](#)  
[Pat Smarto Resume Redacted](#)  
[Raymond M. Hibnick Resume Redacted](#)  
[Rebekkah Burtcher Resume Redacted](#)  
[Russell \(Joe\) Monie Resume Redacted](#)  
[Ryan DeHeer Resume Redacted](#)  
[Thomas C. Georges Resume Redacted](#)  
[Ulyana Trichkovska Resume Redacted](#)  
[Valerie Martinez Resume Redacted](#)  
[Villaflor Hird Resume Redacted](#)  
[William Russell Resume Redacted](#)

## Finance

8.18

### [25-0945](#)

Resolution authorizing an agreement with JPMorgan Chase Bank, Columbus, Ohio, for a procurement card program for Lake County, Illinois, for a two-year period, with three one-year renewal options.

- Lake County's existing procurement card services contract with JPMorgan Chase Bank expires on August 31, 2025.
- Purchasing identified a cooperative contract through the City of Fort Worth, Texas, with JPMorgan Chase Bank that provides a commercial credit card program.
- The City of Fort Worth, Texas, contract with JPMorgan Chase Bank expires July 30, 2027.
- In accordance with §33.115 of the Lake County Purchasing Ordinance, Lake County may participate in a cooperative purchasing agreement for the procurement of goods and services in accordance with an agreement entered between the participants.
- Lake County earns revenue through the JPMorgan Chase Bank's rebate program
- The current rebate is shared between Lake County and Lake County Forest Preserve and is approximately \$100,000 a year, calculated from each agency's total annual spend; by transitioning to the cooperative agreement, this amount is expected to grow, assuming spending levels remain consistent or increase.

**Attachments:** [Ft. Worth - Participation Agreement - 05.28.2021](#)

[Lake County - Addendum](#)

[Vendor Disclosure 2025 JPM\\_final](#)

**County Administration**

**8.19 25-0963**

Resolution to approve an Environmentally Preferred Purchasing Policy.

- Staff developed a draft of an Environmentally Preferred Purchasing Policy (EPP) to align with the County Board's Strategic Plan priority for a sustainable environment.
- An EPP policy provides direction to staff to prioritize the products and services that have a reduced negative environmental impact.
- This policy was developed using County Policy 1.1: Policy Making Framework, ensuring all County departments and stakeholders had the opportunity to review and provide comment.

**Attachments:** [Environmentally Preferred Purchasing Policy - Final Draft](#)

[Environmentally Preferred Purchasing Policy Committee Presentation](#)

**8.20 25-0997**

Discussion regarding the dissolution of the South Lake Mosquito Abatement District.

- The South Lake Mosquito Abatement District (SLMAD) is the remaining mosquito abatement district for Lake County providing services to Bannockburn, Riverwoods, Deerfield, Highland Park and Highwood.
- SLMAD possesses no real property and currently contracts out for services for general mosquito abatement services and legal fees.
- SLMAD derives its revenue via a tax levy imposed on properties within the District's boundaries, with the total tax generating around \$481,721 for tax year 2024.
- Staff will provide background regarding the item and review the process for dissolution.

**Attachments:** [Map Southlake Mosquito Abatement District](#)

**8.21 25-0998**

Discussion regarding the dissolution of the Avon-Fremont Drainage District.

- The Avon-Fremont Drainage District (AFDD) is one of four remaining drainage districts for Lake County and includes parcels in Grayslake, Hainesville, Libertyville, Round Lake Beach and Round Lake Park.
- AFDD possesses no real property and contracts out for services for animal control, creek maintenance and attorney fees.
- AFDD derives its revenue via an annual maintenance assessment, which was last levied in tax year 2023 in the amount of \$28,621.02.
- Staff will provide background regarding the item and review the process for dissolution.

Attachments: [Map Avon-Fremont Drainage District](#)

**8.22 [25-1019](#)**

Informational Presentation regarding Lake County Economic Incentive Policy.

- On August 11, 2015, the County Board approved the Lake County Economic Incentive Policy, to establish a framework with guidelines for evaluating economic incentive requests that promote long-term sustainable investment in the county to create jobs, diversify the tax base, enhance public infrastructure, and encourage increased development.
- The policy allows the County Board to approve requests for economic incentives on a case-by-case basis based on the guidelines established.
- This presentation will outline the policy and provide its historical use.

Attachments: [Lake County Economic Incentive Policy](#)

[15-0820 Resolution Economic Incentive Policy](#)

- 9. County Administrator's Report**
- 10. Executive Session**
- 11. Member Remarks and Requests**
- 12. Adjournment**

**Next Meeting: August 7, 2025**